



# Department of Public Health and Human Services

Senior and Long Term Care Division ♦ 2030 11<sup>th</sup> Ave., PO Box 4210 ♦ Helena, MT 59602  
(406) 444-4077 ♦ Fax: (406) 444-7743 ♦ www.dphhs.mt.gov

Steve Bullock, Governor

Richard H. Opper, Director

March 11, 2015

Community First Choice (CFC) Providers  
Case Management Team (CMT) Leads  
Regional Program Managers (RPO)

## RE: BILLING FOR MEDICAL ESCORT

It has come to the attention of the Community Services Bureau (CSB), that providers have combined state plan Community First Choice/Personal Assistance Services (CFC/PAS) with HCBS waiver services to cover medical escort appointments in order to allow a member to attend a medical appointment in a town other than the nearest provider.

Policy manual clarifications are provided below. CMT Supervisors are responsible for training teams and members about these clarifications. Please contact your local RPO if you have questions concerning these policy clarifications.

1. Medical escort **can only be billed to the nearest Medicaid provider.** If the member chooses to go to a provider in another town that is farther away, the CFC/PAS provider can only bill for the PCA time that it would take to go to the nearest provider. In order to bill medical escort time for trips beyond the nearest provider, the provider would have to verify that Medicaid Transportation has approved the medical appointment. In this case the mileage would be covered by Medicaid Transportation and the escort time by CFC/PAS program.
2. The CFC/PAS provider **cannot** bill HCBS waiver for time to travel to a medical provider who is not the nearest provider. For example, if a member chooses to see a doctor that is not in the nearest town, they **cannot** use waiver time to travel to shop or sightsee in that town while attending the medical appointment.
3. The CFC/PAS provider **may** bill for medical escort to the nearest Medicaid provider. They may also bill waiver for services completed on the same day in the **same community as the nearest medical provider.** Documentation must clarify the services participated in and which program was billed for services. HCBS waiver does not pay for medical travel for a Medicaid covered service.

Sincerely,

Abby Holm  
CFC Program Manager

LaDawn Whiteside  
HCBS Program Manager

Kieran Roberts  
HCBS Program Manager